

**Commission on Information Management (IMC)**  
**February 17, 2006**

**MOTION AFFIRMATIONS**

Ref#	VOTE	MOTION	DISPOSITION	COMMENTS	
1	Minutes	To approve the 11/18/05 IMC meeting minutes	Approved unanimously	Approved at the IMC Monthly Meeting on January 20, 2006	
2	Minutes	To approve the 11/30/05 IMC special meeting minutes	Approved unanimously	Approved at the IMC Monthly Meeting on January 20, 2006	
3	IT Model Contracts and Administrative Guide	IMC adoption of the two model IT contract templates for state agencies to use and the IT Administrative Guide to be used for training state contract administrators on IT contract management best practices	Approved unanimously	Approved at the IMC Monthly Meeting on January 20, 2006	

**ACTION ITEMS - CY2005-2006**

Ref#	IMC Subcommittee	CURRENT ACTION ITEMS	DISPOSITION	[INITIATOR] / COMMENTS	Tracking# (yyyy-mm_#)
1	IMC	Chairman Picanso will arrange to meet with Commissioner Marroney to further discuss the IT "reportable" projects from the Judicial Branch. The Secretary of State may also need to be involved in the conversation.	Open	[Chairman Picanso]	2006-01_#1
2	IMC	Policy and EA Subcommittees provide definitions of commonly accepted terms such as, standard, guideline and specification	Open	[Commissioner Malinowski] Tied to Rules-OIT will follow up on this	2005-11_#2
3	IMC	Directors of Non-OSPB reporting agencies to be present at the February IMC monthly meeting to answer questions on decision items that the Commission may have.	Open	[Senator May and Commissioner Lutz] Recommendations are pending more information from agencies. Senator May: Executive Directors and CIO's come before IMC if new IT projects are planned. Over \$1 million must report to IMC.	2005-11_#1
4	IT Risk Mgmt./Security	CBMS project - within 6 months HCPF provide presentation to the IMC on the status of Medical Assistance (MA) site performance.	Hold	[Senator May] Arlene has contacted John Wagner, HCPF CIO regarding this request. Targeting Dec or Jan for an update to the IMC.	2005_05_#23
5	Policy	IMC to review an example(s) of a contract's terms and conditions, in an attempt to define a "good IT contract," and review standardization of IT contracts for the State.	In-progress	[Representative Coleman] Policy Subcommittee will provide readouts to the IMC regarding progress of the IT Contracts Task Force	2005-04_#18
